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Security Information

CENTRAL INTELLIGENCE AGENCY

CERTIFICATION OF SELECTION

FOR

PARTICIPATION IN THE DEVELOPMENT PROGRAM

1. This is to certify that \_\_\_\_\_, employed by the Central Intelligence Agency since \_\_\_\_\_, has been examined by the \_\_\_\_\_ Career Service Board and has been selected by that Board, effective this date, to participate in the Development Program.

2. \_\_\_\_\_, has been assigned to this Office since \_\_\_\_\_, and is now deemed to be a proven employee, qualified for the Development Program with respect to all selection criteria. His/her written declaration of intent is attached hereto.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

for the \_\_\_\_\_ Career Service Board

Concur:

\_\_\_\_\_  
for the Security Officer

\_\_\_\_\_  
Date

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CENTRAL INTELLIGENCE AGENCY

DECLARATION OF INTENT

I, \_\_\_\_\_, having been informed that I am under consideration for selection to participate in the Development Program of the Career Service of the Central Intelligence Agency, do hereby declare my intent and understanding relative thereto.

Mindful of the high mission of the Agency, and in full awareness of the extraordinary confidence and trust necessarily reposed in those selected to participate in the Development Program, I desire to make my career in the Central Intelligence Agency and am willing to comply with all the conditions appertaining thereto. I make this decision freely and after full explanation of the restrictions which I must observe by virtue of security requirements as well as of the unusual opportunities for varied experience and education which will be available to me.

If I am accepted to participate in the Development Program of the Career Service of the Central Intelligence Agency, I realize my increased responsibility and will at all times place duty above selfish interest. Accordingly, I will accept an assignment of any nature (anywhere in the world) for which the Agency has determined that I am professionally and physically qualified. In return, I understand that the Agency assumes reciprocal obligations to consider questions of urgent and compelling personal hardship and to provide the benefits as set forth in connection with the Development Program.

I understand that this declaration of intent will be weighed in considering my future training and assignments. I understand further that any extra-CIA training or education given me that involves cost to this Agency will obligate me to comply with the appropriate regulations concerning length of tenure in the Central Intelligence Agency after completion of the training.

I desire to participate in the Development Program. I submit this declaration of intent, realizing it is the initial prerequisite for selection and subsequent participation in that Program.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Career Service Committee

7 February 1952

Working Group on Career Benefits

Recommendations Concerning Pay for Various Types of Hazardous Duty

1. Attached hereto is a series of recommendations by this Working Group establishing the principles under which additional pay for hazardous duty would be paid. A suggested list made by this Working Group was circulated to the area divisions of OSD and OPC. Certain of their comments were incorporated in the present list. The list of suggestions was not circulated to the other offices of CIA.

2. It is recommended that the Career Service Committee approve the statement of principles pertaining to hazardous duty and forward it to the office of Organization and Methods Service with the request that appropriate Agency regulations be drafted. Since changes would be involved in the Confidential Funds Regulations, the matter necessarily would require the approval of the DCI. Therefore, it is suggested that the statement of principles regarding hazardous duty pay with your approval, if given, not be forwarded for approval of the DCI until the regulations have been written. In this manner, one package could be presented to the DCI for his approval.

  
Chairman

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OSD/JSW:iaa

Enclosure: Recommendations

Distribution:

Orig<sup>94</sup> Addressee

1 - OSD

Working Group on CAREER BENEFITS

Recommendations Concerning Pay for Various Types  
of Hazardous Duty

1. Pilots or crew members of air travel or gliders should not receive extra pay for performing pilot or crew duties as such. However, pilots, including members and passengers who participate in aerial flight over areas which have been designated as hostile by the Director, Central Intelligence Agency, should receive extra compensation of \$50 for each trip. A similar amount should be paid to employees who enter such areas by any other means of transportation. In no case should employees receive extra compensation exceeding 50 per cent of base pay in any given month.
2. Agency employees certified for jump training and jump instructors should be compensated for hazardous duty in accordance with the military officers' schedule for such duty (\$100 per month), subject to the limitation that such payments will be for a minimum of, but not longer than three months' duration for trainees.
3. Submarine duty should not be compensated for by hazardous-duty pay. However, when employees enter hostile areas, designated as such by the DCI, as crew members or passengers on submarines, they should be compensated for this duty under terms of paragraph 1, above. Also, no hazardous-duty pay should be made to employees during their training in submarine-escape techniques.
4. Under appropriate regulations, individuals shall be entitled to receive incentive pay for the performance of hazardous duty involving the demolition of explosives as a primary duty, including training for such duty when such duty is required by competent orders. The rate of pay (suggested is) \$100 per month.

The term "duty involving the demolition of explosives" shall be construed to mean duty performed by members, including members in training for such duties, who, pursuant to competent orders and as a primary duty, demolish by the use of explosives underwater objects, obstacles, or explosives, or recover and render harmless by disarming or demolition of explosives which, having been projected, launched, dropped, or laid in a normal manner, have failed to explode as intended.

Demolition duty also includes the performance of the above duties by instructors and students as part of a recognition course of instructions in such duties, even though simulated explosives, munitions, or charges are used, provided, however, that, in the course of such training, live explosives are employed as elements thereof or for their destruction.

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5. Employees engaged in [REDACTED] guerilla warfare, development of escape and evasion networks, or other equally dangerous duties should receive extra compensation at the rate of 50 per cent of their base pay while actually located in an area designated as hostile (to the United States) by the DCI.

6. Employees who engage in duty involving infiltration into Communist or other organizations inimical to the United States (under conditions which can reasonably be determined to be hazardous) should receive extra compensation at the rate of 50 per cent of their base pay while actually so engaged.

7. Certain hazardous-duty categories provided for by law have been eliminated from this list by the Working Group on the premise that position classification (will compensate for these hazards.)

8. Adequate administrative procedures should be established, which will assure proper qualification and certification of employees eligible for extra pay under various categories of hazardous duty. ^

9. (It was the consensus that) employees should receive extra pay on the basis of any combination of the above categories, except that in no case should the total extra pay for hazardous duty exceed 50 per cent of the employee's base salary.

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**SECURITY INFORMATION**

Career Service Committee

15 February 1952

Working Group, Career Benefits

Continuance of Pay and Allowances

1. This group in its Agenda, dated 29 October 1951, approved by your Committee, included as Item B the following:

Extension of the authority contained in Confidential Funds Regulations, authorizing pay, within grade advances, and grade promotions for individuals who are detained involuntarily to include those employees paid from vouchered funds.

Subsequently, the Working Group forwarded S. 1820 relating to missing persons with a recommendation that if the General Counsel's office considered the bill adequate for CIA purposes it be supported. However, your Committee requested further study of the Bill with the view to providing specific recommendations on revisions of it which would more clearly provide for the solution of Agency problems in this connection.

2. It has been learned informally that the General Accounting Office in its report to the Committee considering S. 1820 has raised a number of substantive objections. Since the Committee report has not been issued, the details of the General Accounting Office's objections and the Committee's attitude are not officially available.

3. Within the Department of Defense Legislative Program for 1952, which has been approved by the Bureau of the Budget, there is included a proposal to revise the Missing Persons Act. The proposal would provide permanent authority for heads of Governmental departments to continue payment of pay and allowances of civilian personnel during periods of absence from their post of duty in a casualty or missing status, to initiate and discontinue allowances of dependents of such personnel, and to make presumptive findings of death and other determinations under appropriate circumstances. The present proposal also accomplishes other minor perfecting revisions to the present Missing Persons Act.

4. It is the opinion of this Working Group that the Department of Defense proposal would adequately fulfill CIA needs. Therefore, it is believed appropriate that the Career Service Committee should recommend to the DCI that CIA support the Defense Department Bill either by joining with Defense in its support, or by indicating to the Committee considering the matter that CIA supports the Defense Bill, or both. If support of the bill is approved as a matter of policy, the specific

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task of making representations should be assigned to the Office of General Counsel. Such action would be in lieu of any further action with respect to S. 1820.

5. For your information, there is attached the Department of Defense letter to the Speaker of the House which enclosed the proposed Bill.

  
Chairman, Working Group  
Career Benefits

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OGC/JSW:aia

**Enclosure:**

Department of Defense Letter  
to the Speaker of the House  
enclosing proposed Bill.

**Distribution:**

Original - Addressee  
1 - OGC

**SECRET**